

**SALARY RATES CHAPLAINS (INTERMITTENT)**

Instructions for determining visit rates:

- Determine hourly equivalent (see Universal Salary Schedule) or divide by 173.33 (round up if third decimal place is 5 or greater).
- Multiply the appropriate hourly equivalent times the hours listed (round up if third decimal place is 5 or greater).

**EXAMPLE:**

Salary Range

\$3894 – 4867

$\$3894 \div 173.33 = 22.4659$ , rounded to \$22.47

$\$4867 \div 173.33 = 28.0794$ , rounded to \$28.08

4 hours x \$22.47 = \$89.88

5 hours x \$22.47 = \$112.35

etc.

**CAREER EXECUTIVE ASSIGNMENT (CEA) PAY LEVELS**

CEA level assignment and changes in level assignments are delegated to departments. The level of a CEA is determined based on the criteria beginning on page 8.4. Modifications to the criteria which address specific department needs must be approved by Department of Personnel Administration (DPA). ALL EXCEPTIONS TO THE CRITERIA FOR LEVEL ASSIGNMENT OR CHANGES IN LEVEL ASSIGNMENT MUST BE SUBMITTED TO DPA FOR APPROVAL.

The Department of Personnel Administration (DPA) treats the CEA band as one class for salary purposes. The five levels are retained for the State Personnel Board (SPB) to use for status determinations such as when a movement into or within the band is a transfer, promotion, or reinstatement. SPB evaluates status issues based on the assigned level of the CEA position, not the salary of the individual. The five levels used for this purpose are:

Level 1	\$6173 to \$7838
Level 2	\$7815 to \$8616
Level 3	\$8594 to \$9476
Level 4	\$9018 to \$9939
Level 5	\$9544 to \$13,381 (MAXIMUM rate for nonphysicians/nonattorneys/nonengineers is \$10,520)

For determining salary relationships between the class of CEA and other classes, SPB levels should be used. Contact SPB before granting any movement of 10% or more or a series of movements totaling 10% or more, which impacts the assigned level and status of an incumbent. SPB determines when examinations are required for the movement.

Salary movements between classes in State service as provided by DPA salary Rules 599.674, 599.675, and 599.676 require status in the "from" class; the applicable salary rules specify "a permanent or probationary employee who moves to another class without a break in service." Movement from CEA appointments may also be made in accordance with the above DPA salary rules. Therefore, to determine the appropriate salary rate upon movement between classes, comparison of salary ranges is made from the class in which the employee has permanent, probationary, or CEA status.

DPA treats the CEA band as one class for salary purposes, including the salary rate upon appointment to another class and determining CEA 90-day red circle rates. An incumbent may move to a higher flat salary rate when his/her position is upgraded to a different level and/or his/her performance and contribution to the department warrant it. For example, an employee whose position remains appropriate at Level 1 can move above the top flat rate in the range utilized for SPB purposes. Annual salary movements of CEAs will not exceed a maximum of ten percent in a fiscal year. SPB approval is not required for performance-based salary movement, labor market adjustments, or other salary adjustments within the band. Requests to exceed the ten percent annual salary movement in a fiscal year or the maximum rate for nonphysicians/nonattorneys/nonengineers must be submitted to DPA's Classification and Compensation Division for approval.

There are no automatic or general salary increases for incumbents in the CEA band. The CEA band class has a salary grid of flat rates, as authorized by DPA Rule 599.985, from \$6173 to \$13,381 per month. An incumbent of a CEA position that does not require possession of the

legal requirements to practice medicine in California, or does not require membership in The State Bar of California, or does not require a valid certification of registration as an engineer issued by the California State Board of Registration for Professional Engineers shall be compensated in the zone grid that extends from the minimum of CEA Level 1 to \$10,520. DEPARTMENTS DO NOT HAVE AUTHORITY TO PAY NONPHYSICIAN OR NONATTORNEY OR NONENGINEER CEA INCUMBENTS ABOVE \$10,520. The salary rate assigned to a CEA band position is the flat rate for that position based on the position's current value to the appointing power and the performance of the incumbent. Incumbents of CEA band positions are not entitled to merit salary adjustments (MSA) since each position is assigned a flat rate. Item 330 (Anniversary Date) on the employee's PAR document shall reflect NONE if less than MAX.

DPA treats the CEA band as one class for salary purposes. Therefore, the salaries for each level are reflected as follows in the "Alphabetical Listing of Classes":

Level 1	\$6173 to \$13,381
Level 2	\$6173 to \$13,381
Level 3	\$6173 to \$13,381
Level 4	\$6173 to \$13,381
Level 5	\$6173 to \$13,381

- DEPARTMENTS DO NOT HAVE THE AUTHORITY TO PAY NONPHYSICIAN OR NONATTORNEY OR NONENGINEER CEA INCUMBENTS ABOVE \$10,520

**CEA LEVELS CRITERIA**

The pay level of a CEA is determined by DPA based on the following criteria.

<b>CRIT. CODE</b>	<b>DEPARTMENT SIZE</b>	<b>CEA CRITERIA</b>
<b>CEA 1</b>		
1A.	SMALLEST/SMALL DEPARTMENT	DIVISION CHIEF with a program of AVERAGE responsibility and complexity.
1B.	MODERATE, LARGE DEPARTMENT	PROGRAM MANAGER with FULL management and supervisory responsibility for a SPECIALIZED function.
1C.	MODERATE, LARGE DEPARTMENT	High level STAFF SPECIALIST with AVERAGE coordinating or program planning responsibility
<b>CEA 2</b>		
2Q.	SMALLEST DEPARTMENT	CHIEF DEPUTY DIRECTOR in one of the smallest departments with SIGNIFICANT responsibility for policy formulation and line operations.
2B.	SMALLEST/SMALL DEPARTMENT	DEPUTY DIRECTOR with responsibility for a SIGNIFICANT program.
2A.	MODERATE or LARGE or AGENCY	DEPUTY DIRECTOR with MORE LIMITED LEVEL DEPARTMENT program responsibility.
2E.	SMALLEST or SMALL DEPARTMENT	DIVISION CHIEF with SIGNIFICANT program responsibility
2F.	MODERATE DEPARTMENT	DIVISION CHIEF with responsibility for a SIGNIFICANT TECHNICAL program
2D.	LARGE DEPARTMENT	DIVISION CHIEF with responsibility for a program of AVERAGE responsibility and complexity.
2C	AGENCY LEVEL DEPARTMENT	DIVISION CHIEF with MORE LIMITED program responsibilities.
2I	MODERATE DEPARTMENT	PROGRAM MANAGER with a function of AVERAGE responsibility and complexity.
2H	LARGE or LARGEST DEPARTMENT	PROGRAM MANAGER with a CRITICAL program of LIMITED scope.

**SECTION 8:****VARIABLE COMPENSATION**

<b>CRIT. CODE</b>	<b>DEPARTMENT SIZE</b>	<b>CEA CRITERIA</b>
2G	AGENCY LEVEL DEPARTMENT	PROGRAM MANAGER with MORE LIMITED program responsibilities.
2K	MODERATE or LARGE or AGENCY	High level STAFF SPECIALIST with MAJOR LEVEL DEPARTMENT coordinating or program planning responsibility.
<b>CEA 3</b>		
3A	SMALLEST DEPARTMENT	CHIEF DEPUTY DIRECTOR with a SIGNIFICANT role in formulation of policy and in the management of LINE operations.
3B	SMALL DEPARTMENT	CHIEF DEPUTY DIRECTOR who is a member of the executive staff with LIMITED responsibility for LINE operations.
3D	SMALLEST or SMALL DEPARTMENT	DEPUTY DIRECTOR with responsibility for the department's PRIMARY MISSION.
3C	MODERATE or LARGE or AGENCY LEVEL DEPARTMENT	DEPUTY DIRECTOR with a MORE LIMITED program scope, responsibility or impact.
3F	MODERATE or LARGE or AGENCY	DIVISION CHIEF with SIGNIFICANT program LEVEL DEPARTMENT responsibility
3G	LARGEST DEPARTMENT	DIVISION CHIEF with a MORE LIMITED scope of program responsibility
3J	MODERATE DEPARTMENT	PROGRAM MANAGER with SIGNIFICANT responsibility for a highly TECHNICAL program, e.g., education or engineering.
3I	LARGEST DEPARTMENT	PROGRAM MANAGER with a SIGNIFICANT program responsibility.
3K	AGENCY LEVEL DEPARTMENT	High level LEGAL STAFF SPECIALIST with MAJOR coordinating and program planning responsibility.
3H	SMALL LEGAL PROGRAM	DEPUTY DIRECTOR/DIVISION CHIEF with responsibility for a SMALL LEGAL program

**SECTION 8:****VARIABLE COMPENSATION**

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<b>CRIT. CODE</b>	<b>DEPARTMENT SIZE</b>	<b>CEA CRITERIA</b>
<b>CEA 4</b>		
4A.	SMALLEST or SMALL DEPARTMENT	DIRECTOR with a highly SPECIALIZED mission.
4B	SMALL or MODERATE DEPARTMENT	CHIEF DEPUTY DIRECTOR with a SIGNIFICANT role in formulation of policy and in the management of LINE operations.
4D	MODERATE DEPARTMENT	DEPUTY DIRECTOR with responsibility for the department's PRIMARY program.
4C	LARGE or AGENCY LEVEL DEPARTMENT	DEPUTY DIRECTOR with policy and program responsibility of SIGNIFICANT scope, complexity, or sensitivity.
4F.	MODERATE DEPARTMENT	DIVISION CHIEF with responsibility for a highly TECHNICAL program, e.g., engineering or education.
4E.	LARGEST DEPARTMENT	DIVISION CHIEF with SIGNIFICANT program responsibility.
<b>CEA 5</b>		
5A.	SMALL DEPARTMENT	DIRECTOR with policy and program responsibilities of SIGNIFICANT scope, complexity, or sensitivity
5B.	LARGE DEPARTMENT	CHIEF DEPUTY DIRECTOR
5C.	LARGEST DEPARTMENT	DEPUTY DIRECTOR in one of the largest departments with responsibility for a SIGNIFICANT program.
5D.	AGENCY LEVEL DEPARTMENT	DEPUTY DIRECTOR with responsibility for the Department's primary mission.

**CHIEF ADMINISTRATIVE OFFICER  
ALLOCATION STANDARDS**

<b>CRIT. CODE</b>	<b>DEPARTMENT SIZE</b>	<b>CEA CRITERIA</b>
<b>CEA 1</b>		
1D.	SMALLEST DEPARTMENT	CAO who has charge of MOST administrative services as well as a MAJOR segment of a (OR ENTIRE) LINE program, reporting to the Director or Chief Deputy Director.
1E.	SMALL DEPARTMENT	CAO who has responsibility for a FULL range of administrative services, administering the functions through lower level administrators, and reporting to a Chief Deputy Director or Director.
<b>CEA 2</b>		
2N.	SMALL	CAO who has charge of a FULL range of administrative services as well as a MAJOR segment of the (OR ENTIRE) LINE program, reporting to the Director or Chief Deputy.
2M.	MODERATE DEPARTMENT	CAO who has charge of the MAJOR portion but not the full range of administrative functions.
2L	LARGE DEPARTMENT	CAO who reports to a Chief of Administrative Services, and has responsibility for MOST administrative functions of MAJOR consequence, administering the functions through subordinate managers.
2J.	LARGEST DEPARTMENT	CAO who reports to an institution or region head, and who is one of a small management team (4 or less) who are responsible for all program and administrative functions of the institution or region.

CRIT. CODE	DEPARTMENT SIZE	CEA CRITERIA
<b>CEA 3</b>		
3N.	SMALL to MODERATE DEPARTMENT	CAO who has charge of a FULL range of administrative services as well as a MAJOR segment of the (OR ENTIRE) LINE program, reporting to a Director or Chief Deputy Director AND where the Director is fully committed to making ALL department wide major policy decisions by majority vote of the executive staff of which the incumbent is a member.
3M.	MODERATE DEPARTMENT	CAO who has charge of the FULL range of administrative functions and has SIGNIFICANT departmental policy influence.
3L.	LARGE DEPARTMENT	CAO who has charge of a FULL range of administrative functions of MAJOR consequence, administering these functions through subordinate managers.
<b>CEA 4</b>		
4G.	LARGE DEPARTMENT	CAO who has charge of a FULL range of administrative functions of MAJOR consequence, administering these functions through subordinate line managers, and is responsible for a MAJOR segment of (OR ENTIRE) LINE program.
4H.	LARGEST DEPARTMENT	CAO who has charge of the FULL range of administrative functions



**ALLOCATION STANDARDS FOR CEA LEVELS 2 AND 3  
WHEN USED BY AN AGENCY****CEA 2****2S. ASSISTANT TO THE SECRETARY**

Positions at this level typically function as advisors to the Agency Secretary in the formulation and implementation of Agency programs and policies. Incumbents have functional responsibility for programs such as the coordination of resources planning, project evaluation, departmental information programs, or legislative liaison activities within the Agency.

1. Acts as STAFF ASSISTANT to the Agency Secretary in the management and coordination of a MAJOR AGENCY PROGRAM OR PROGRAMS.
2. Serves as a TECHNICAL RESOURCE PERSON to the Agency Secretary for a MAJOR AGENCY GOAL or for an AGENCY FUNCTION such as public relations, legislation, or budgets.
3. Serves as an AGENCY TROUBLE-SHOOTER, identifying problem areas in specific Agency programs crossing departmental lines and involving interdisciplinary functions and policies.
4. Serves as a LIAISON PERSON between the Agency office and other State agencies, the Executive Branch, and other governmental and private agencies.
5. Serves as a GENERAL LIAISON PERSON between the Agency Secretary and one or more of the Agency's operating departments.
6. Represents the Secretary and Chief Deputy Secretary before various committees, boards, commissions, legislative committees, and other civic and governmental organizations.

**CEA 3****3S. ASSISTANT SECRETARY**

Positions at this level typically serve as members of the Secretary's top advisory team. As such, incumbents are full participating members of the Secretary's management group and provide direct input on all Agency decisions. Incumbents may serve as lead persons over other Agency staff members and/or act with full authority as Agency Secretary in the absence of the Secretary or his/her Chief Deputy.

1. Acts as a full participating member of the Secretary's decision-making team. Typically provides input on all sensitive and complex Agency decisions.
2. Acts as STAFF ASSISTANT to the Agency Secretary in the management and coordination of MAJOR AGENCY PROGRAMS which cross departmental lines

and involve interdisciplinary functions and policies. Typically, incumbents have contacts with departmental directors and other high-level personnel in the Executive Branch and other State agencies.

3. Serves as a STATEWIDE COORDINATOR of a MAJOR program which is HIGHLY SENSITIVE and COMPLEX, such as energy conservation and planning or employer-employee relations. Typically, such assignments include serving as the Secretary or Governor's personal representative to high-level boards or commissions.
4. Represents the Secretary and Chief Deputy Secretary at Cabinet, sub-Cabinet, and the Legislature.
5. May act as a LEAD PERSON over one or more Assistant to the Secretary positions and other Agency technical staff while performing as chief coordinator of a program critical to the mission of the Agency.
6. May act with full authority to commit all or a significant part of an Agency's resources in the absence of the Agency Secretary and Chief Deputy.
7. Represents the Secretary, Chief Deputy, and/or the State of California on the highest level committees, boards, commissions, and before other civic and governmental organizations. Typically, such representation constitutes full membership and participation in all policy decision making.

#### DEFINITIONS FOR CEA LEVELS CRITERIA

The following definitions should be used when making CEA Levels assignments.

#### I. TYPES OF POSITIONS

##### A. DIRECTOR

- By definition or constitutional authority, the Director is the Chief Executive Officer of a department.

##### B. CHIEF DEPUTY DIRECTOR

- Reporting to the Director, at the first organizational level.
- Responsible for administering all functions of a department.
- Acts for the Director in his/her absence.

##### C. DEPUTY DIRECTOR

- One of two or three Assistants to the Director.
- Responsible for more than one division.
- Positions found at the second organizational level.

## D. DIVISION CHIEF

- Responsibility consists of all aspects of specific program.
- Positions usually found in the 2nd (in small departments) or 3rd (in moderate or large departments) organizational level.
- The size of department, number of divisions in a department and staff size are all factors considered in determining the appropriate level of a division chief.

## E. PROGRAM MANAGER

- Usually responsible for a specific program area within a division.
- Has full management and supervisory responsibility.
- Administers the program through subordinate supervisors.
- Allocations occur in the 3rd and 4th organizational level depending on department size.

## F. HIGH LEVEL STAFF SPECIALIST

- Assistant which reports directly to the Directorate.
- Performs specialized and nonsupervisory functions.
- Impacts the entire department.
- Examples: Information Officers, Legislative coordinators, Special Advisers to Board or Commissions.
- These positions are always found at the 2nd organizational level.
- May have direct supervisory responsibility, but typically does not have subordinate supervisors.

## G. AGENCY ASSISTANT

- Coordinators responsible for a single or multiple program crossing departmental lines.
- Typically allocate at either CEA II or CEA III level.

II. DEPARTMENT SIZE

Largest -	More than 8,000
Large -	More than 4,000, less than 8,000
Moderate -	More than 1,000, less than 4,000
Small -	More than 200, less than 1,000
Smallest -	Less than 200

**III. AGENCY LEVEL DEPARTMENTS**

The following are the only departments considered "Agency Level". These departments have been identified by the direct reporting relationship to the Governor (or Governor's Office) and the salary level of the Director.

Department of Finance  
Department of Food and Agriculture  
Department of Industrial Relations  
Department of Personnel Administration  
Department of Veterans Affairs

**IV. BREADTH OF RESPONSIBILITY**

To determine the responsibility level of the department, consider the number of people impacted by the mission and the nature of the impact, i.e., Department of Health's Toxics Division where literally everyone is impacted and the impact is a serious health rise vs. the Department of Conservation's Recycling Division where everyone should be impacted, the nature of the impact is less tangible; and what proportion of the mission is the specific position in question responsible for?

- A. **SIGNIFICANT RESPONSIBILITIES** - Within a specific department, there is generally only one CEA position with significant responsibilities.

Largest, Large and Moderate Sized Departments - The position is responsible for either a highly critical program, or a portion of the primary program that has the greatest impact.

Small - The position is responsible for the major portion of the department's primary mission.

- B. **AVERAGE RESPONSIBILITY** - Within a department, responsibility for the primary mission is divided among several positions.

- C. **LIMITED RESPONSIBILITIES** - In largest, large, moderate departments, positions are responsible for a small portion of the primary program or a noncritical, nonprimary program, staff size is generally small.

Small, Smallest - The limitation is on the nature of the primary program or basic mission.

**V. MISCELLANEOUS**

**TECHNICAL PROGRAM** - A program is considered technical when the professional staff of the specific program are traditionally required to possess a license or credential obtained after completion of four years of college. Some of these programs have alternative career paths requiring numerous years of training in lieu of college and licensure.

CRITICAL PROGRAM - The criticality of a program is determined by the amount of legislature and media interest. Critical programs are of high interest to both the Legislature and Media.

PRIMARY PROGRAM - Departments generally have only one primary program. The primary program is clearly distinguishable in the department's mission statement.

PERSONNEL MANAGEMENT ANALYST BROADBAND (PMA)  
PERSONNEL MANAGEMENT TECHNICIAN BROADBAND (PMT)  
Effective January 31, 1996

Each Broadband includes several levels of Pay which reflect different levels of competency (skill). The criteria (competencies) that are used in determining level assignment are described in the Broadband Specifications. Information regarding this Compensation Plan is contained in the November 1, 1995, Board Item which established the above Broadbands.

LEGISLATIVE DATA CENTER DEMONSTRATION PROJECT (LDC)  
Effective March 1, 1998

Each of the classifications has allocation guides for the specific class and ranges within. The process to allocate a position from one range to another is located in State Personnel Board (SPB) calendar on November 4, 1997. Skill sets unique to each position are included in the individual position descriptions.

**CALIFORNIA DEPARTMENT OF CORRECTIONS AND REHABILITATION (CDCR)  
EDUCATIONAL AND VOCATIONAL PROGRAMS' VARIABLE COMPENSATION**

**CDCR, DIVISION OF JUVENILE JUSTICE (DJJ)**

Effective 04/01/06, an agreement between the State and SEIU changed the compensation plan for the following affected teachers and vocational instructors within the CDCR, DJJ.

<u>Class Code</u>	<u>Class Title</u>
2284	Teacher (High School – Arts and Crafts) (Correctional Facility)
2287	Teacher (Elementary – Multiple Subjects) (Correctional Facility)
2288	Teacher (Emotionally/Learning Handicapped) (Correctional Facility)
2290	Teacher (High School – General Education) (Correctional Facility)
2294	Teacher (High School – Music) (Correctional Facility)
2295	Teacher (High School – Physical Education) (Correctional Facility)
2298	Teacher -Librarian- -Correctional Facility-
2396	Vocational Instructor -Auto Body and Fender Repair- -Correctional Facility-
2398	Vocational Instructor -Auto Mechanics- -Correctional Facility-
2417	Vocational Instructor -Carpentry- -Correctional Facility-
2422	Vocational Instructor -Culinary Arts- -Correctional Facility-
2423	Vocational Instructor -Dog Grooming and Handling- -Correctional Facility-
2428	Vocational Instructor -Electronics- -Correctional Facility-
2441	Vocational Instructor (Barbershop Practices) (Correctional Facility)
2600	Vocational Instructor -Janitorial Service- -Correctional Facility-
2601	Vocational Instructor -Landscape Gardening- -Correctional Facility-
2614	Vocational Instructor -Machine Shop Practices- -Correctional Facility-
2615	Vocational Instructor -Masonry- -Correctional Facility-
2630	Vocational Instructor -Mill and Cabinet Work- -Correctional Facility-
2644	Vocational Instructor -Painting- -Correctional Facility-
2668	Vocational Instructor -Refrigeration and Air Conditioning Repair- -Correctional Facility-
2673	Vocational Instructor -Stockkeeping and Warehousing- -Correctional Facility-
2675	Vocational Instructor -Upholstering- -Correctional Facility-
2677	Vocational Instructor -Welding- -Correctional Facility-
2727	Language, Speech and Hearing Specialist
2734	Resource Specialist, Special Education
2849	Vocational Instructor (Office Services and Related Technologies) (Correctional Facility)
2852	Vocational Instructor (Printing Graphic Arts) (Correctional Facility)
2854	Vocational Instructor (Building Maintenance) (Correctional Facility)
2855	Vocational Instructor (Computer and Related Technologies) (Correctional Facility)
2878	Vocational Instructor -Machine Shop- -Automotive- -Correctional Facility-
3074	Teacher (High School -English/Language Arts- -Correctional Facility-
3075	Teacher (English Language Development) (Correctional Facility)
3076	Teacher (High School - Foreign Language) (Correctional Facility)
3077	Teacher (High School - Mathematics) (Correctional Facility)
3078	Teacher (High School - Science) (Correctional Facility)
3079	Teacher (High School - Social Science) (Correctional Facility)
3082	Substitute Academic Teacher (Correctional Facility)
9854	School Psychologist

**CDCR DJJ SALARY SCHEDULES** *(Click on the underlined link to view each salary schedule)*[DJJ-CEA Unit 3 Apr 1 - Aug 6 \(88days\)](#)

- Effective April 1, 2006, employees shall be compensated in accordance with the above salary schedule for their respective high school. The employee's daily rate shall be calculated as follows:

Example: 88 days x daily rate ÷ 4 = employee compensation for this time period.

This 88-day salary schedule is a one-time schedule to cover the remainder of the 2004-05 academic year. The 88 days include the unassigned days in July and August.

- A DJJ Unit 3 eligible employee hired prior to April 1, 2006, shall be placed on the salary schedule first by education above the Bachelor's Degree or for career-technical teachers the equivalent of a Bachelor's Degree [High School Diploma plus seven (7) years of college work and in trade work experience] and second by years of full-time credentialed teaching experience.
- No teacher will be paid below his/her current daily rate salary. A current daily rate is calculated as: the employee's current monthly salary rate on March 31, 2006 multiplied by 4 months = annual salary rate, divided by 88 work days plus 5.4%.
- Eligible employees shall be permitted to submit official documents by December 31, 2006, to support advancement on the salary schedule. No documents shall be accepted after December 31, 2006. Credited time will result in retroactive payments to April 1, 2006.
- For new employees (appointed on or after April 1, 2006), outside qualifying experience in a full-time credentialed teaching position can be used to place the employee into the salary schedule up to a maximum of Step 10. Additional daily rate incentives may be paid above Step 10 for hard-to-fill classifications (hiring above minimum).
- Each step/range moving either down/across is a 3.5% increase. Steps are years of credentialed service and shall be documented as SAL transactions. The employee's merit salary adjustment (MSA) field shall reflect as None. Range increases are attained by completing additional credits as described on the salary schedule.
- All employees hired prior to April 1, 2006 who are/were initially placed into the salary schedule based upon salary will move in range upon completion of 12 credits. Current DJJ Unit 3 employees who were initially placed on the salary schedule based upon salary establishes the individual's qualifications for that range. For Vocational Instructors only, future advancement through the ranges shall be based upon earning 12 units for each future range advancement through Range E.



[2005-06 \(220 Day\) Academic Year Salary Schedule](#)

- Effective August 7, 2006, employees shall be compensated in accordance with the above 2005-06 salary schedule for their respective high school. Employees shall work a 220-day academic calendar year (two 90-day semesters, one 30-day semester and one special summer semester with 10 staff development days).
- No teacher will be paid below his/her current daily rate salary. A current daily rate is calculated as: the employee's current monthly salary rate on March 31, 2006 multiplied by 12 months = annual salary rate, divided by 220 work days plus 5.4%. An hourly rate is calculated as: the employee's monthly salary rate divided by 146.67. (146.67 average hours per month is computed as: 220 days times 8 hours divided by 12 = 146.67.)

[2006-07 \(220 Day\) Academic Year Salary Schedule](#)

- Effective August 7, 2006, employees shall be compensated in accordance with the above 2006-07 salary schedule for their respective high school. Employees shall work a 220-day academic calendar year (two 90-day semesters, one 30-day semester and one special summer semester with 10 staff development days).
- A daily rate is calculated as: the employee's monthly salary rate multiplied by 12 months = annual salary rate, divided by 220 work days. An hourly rate is calculated as: the employee's monthly salary rate divided by 146.67. (146.67 average hours per month is computed as: 220 days times 8 hours divided by 12 = 146.67.)

[2007-2008 \(220 Day\) Academic Year Salary Schedule](#)

- Effective August 6, 2007, employees shall be compensated in accordance with the above 2007-08 salary schedule for their respective high school. Employees shall work a 220-day academic calendar year (two 90-day semesters, one 30-day semester and one special summer semester with 10 staff development days).
- A daily rate is calculated as: the employee's monthly salary rate multiplied by 12 months = annual salary rate, divided by 220 work days. An hourly rate is calculated as: the employee's monthly salary rate divided by 146.67. (146.67 average hours per month is computed as: 220 days times 8 hours divided by 12 = 146.67.)

**CDCR, OFFICE OF CORRECTIONAL EDUCATION**

Effective 08/01/07, an agreement between the State and SEIU changed the compensation plan for the following affected classifications within the CDCR, Office of Correctional Education.

<u>Class Code</u>	<u>Class Title</u>
2287	Teacher (Elementary - Multiple Subjects) (Correctional Facility)
2288	Teacher (Emotionally/Learning Handicapped) (Correctional Facility)
2290	Teacher (High School - General Education) (Correctional Facility)
2295	Teacher (High School - Physical Education) (Correctional Facility)
2396	Vocational Instructor -Auto Body and Fender Repair- -Correctional Facility-
2398	Vocational Instructor -Auto Mechanics- -Correctional Facility-
2417	Vocational Instructor -Carpentry- -Correctional Facility-
2420	Vocational Instructor -Cosmetology- -Correctional Facility-
2425	Vocational Instructor -Dry Cleaning Work- -Correctional Facility-
2426	Vocational Instructor -Electrical Work- -Correctional Facility-
2428	Vocational Instructor -Electronics- -Correctional Facility-
2597	Vocational Instructor -Household Appliance Repair- -Correctional Facility-
2600	Vocational Instructor -Janitorial Service- -Correctional Facility-
2601	Vocational Instructor -Landscape Gardening- -Correctional Facility-
2614	Vocational Instructor -Machine Shop Practices- -Correctional Facility-
2615	Vocational Instructor -Masonry- -Correctional Facility-
2630	Vocational Instructor -Mill and Cabinet Work- -Correctional Facility-
2644	Vocational Instructor -Painting- -Correctional Facility-
2661	Vocational Instructor -Plumbing- -Correctional Facility-
2668	Vocational Instructor -Refrigeration and Air Conditioning Repair, Correctional Facility
2670	Vocational Instructor -Sheet Metal Work- -Correctional Facility-
2674	Vocational Instructor (Office Machine Repair) (Correctional Facility)
2677	Vocational Instructor -Welding- -Correctional Facility-
2688	Vocational Instructor -Eyewear Manufacturing- -Correctional Facility-
2849	Vocational Instructor (Office Services and Related Technologies) (Correctional Facility)
2850	Vocational Instructor (Roofing) (Correctional Facility)
2851	Vocational Instructor (Small Engine Repair) (Correctional Facility)
2852	Vocational Instructor (Printing Graphic Arts) (Correctional Facility)
2854	Vocational Instructor (Building Maintenance) (Correctional Facility)
2855	Vocational Instructor (Computer and Related Technologies) (Correctional Facility)
2857	Vocational Instructor (Drywall Installer/Taper) (Correctional Facility)
2878	Vocational Instructor (Machine Shop - Automotive) (Correctional Facility)
3082	Substitute Academic Teacher (Correctional Facility)
7581	Reentry Program Instructor, California Department of Corrections

**CDCR OFFICE OF CORRECTIONAL EDUCATION SALARY SCHEDULES** (*Click on the underlined link to view the salary schedule*)

[2007-2008 \(220 Day\) Academic Year Salary Schedule - Adult](#)

- Effective August 1, 2007, employees shall be compensated in accordance with the above 2007-08 salary schedule for their respective location. Employees shall work a 220-day academic calendar year (two 90-day semesters, one 30-day semester and one special summer semester with 10 staff development days).
- A daily rate is calculated as: the employee's monthly salary rate multiplied by 12 months = annual salary rate, divided by 220 work days. An hourly rate is calculated as: the employee's monthly salary rate divided by 146.67. (146.67 average hours per month is computed as: 220 days times 8 hours divided by 12 = 146.67.)
- For the employee's **Initial Salary Placement** the calculation is as follows:
  - Current monthly salary (x) 12 (=) current annual salary.

Only eligible employees who have received at least one Recruitment and Retention payment shall qualify for the following:

- Employees who have less than a qualifying period for the full Recruitment and Retention Pay Differential 132 or 135 shall receive a pro-rated amount which shall be applied to the current annual salary of their initial salary placement factor.
  - Employees who have a full qualifying period effective 07/31/07 shall have the full Recruitment and Retention Pay Differential 132 or 135 applied to the current annual salary of their initial salary placement factor.
- Current annual salary (divided by) 220 (x) 1.054 (=) daily rate.
- Daily rate (x) 220 (divided by) 12 (=) monthly rate.
- If the daily rate using the calculation above does not match the daily rate on the salary schedule, the employee will be paid the next highest daily rate.
- Employees are no longer eligible for Pay Differentials 132 or 135.

**ALTERNATE RANGE CRITERIA 11 AND 47**

DEPARTMENT OF CORRECTIONS AND REHABILITATION, EDUCATIONAL AND VOCATIONAL PROGRAMS SALARY SCHEDULE

Range 7

This range shall apply to incumbents employed as Teachers, Vocational Instructors, Specialists, School Psychologists, or credentialed/in good standing Reentry Program

Instructors at the California Department of Corrections and Rehabilitation only. Employees shall be compensated in accordance with the academic calendar schedule established by California Department of Corrections and Rehabilitation Education and Vocational Programs. See Section 8 Variable Compensation for the established rates for the respective location the incumbent is employed.

All employees hired in the DJJ Program prior to April 1, 2006 will be initially placed into the salary schedule, based upon current salary and qualifications, and will move in range upon completion of 12 credits/units. Future advancement through the ranges on the salary schedule shall be based upon earning 12 units for each future range advancement, through Range E.

Employees shall be placed on the salary schedule first, by education above the Bachelors Degree, or for career-technical teachers, the equivalent of a Bachelors Degree (High School Diploma plus seven (7) years of college work and in trade work experience) and second, by years of full-time credentialed teaching experience.

For new employees hired in the California Department of Corrections and Rehabilitation Educational and Vocational Programs, outside qualifying experience in a full-time credentialed teaching position can be used to place the employee into the salary schedule up to a maximum of Step 10.

Acceptable credits will be limited to new semester (or equivalent quarter) credits earned in an accredited college or university, including credits for continuing education courses, if taken from an accredited college or university. In addition, vocational education teachers shall receive one (1) unit of semester credit for each forty-five (45) hours worked in industry in a position directly related to the teacher's vocational education instructional area. College credits, continuing education credits and any work credits from industry for vocational education teachers will be directly related to the employee's position and not be a repetition of previously acquired credits or work experience.

Continuing education units required for current professional license/certification and/or continuing education units or work experience directly related to course curriculum and/or professional development, that are offered by approved providers may be accepted for salary advancement with prior approval from an immediate supervisor.

For the purpose of salary advancement, employees may also receive both professional growth and salary advancement as long as there has been prior approval for such an action from an immediate supervisor or program director as follows:

- Credits used for salary advancement shall be directly related to the field of instruction of the teacher or specialist seeking credit.
- In lieu credit may be granted for engaging in projects and/or California Department of Corrections and Rehabilitation Educational and Vocational Programs approved workshops regarding the improvement of instruction and curriculum within the teacher's school or community at the rate of fifteen (15) hours equal one credit.
- No more than three (3) credits will be granted in one academic calendar year.

**SALARY ADVANCEMENT WITHIN THE SALARY SCHEDULE**

- Acceptable credits will be limited to new semester credits earned in an accredited college or university, including credits for continuing education courses. In addition, vocational education teachers will receive one unit of semester credit for each 45 hours worked in a position in industry directly related to their instructional area.
- Employees may receive both professional growth and salary advancement with prior approval of an immediate supervisor or program director. To qualify for salary advancement, credits must be relevant to the teacher's or specialist's field of instruction. In-lieu credit may be granted for engaging in projects and/or DJJ approved workshops in the teacher's school or community at the rate of 15 hours per credit; no more than three credits will be granted per academic year.

**LUMP SUM**

- Lump sum is paid at the actual daily rate earned at the time of separation. Only necessity days will be projected. The period of projection will need to take an employee through the next academic year or no additional accrual is earned.

**RED CIRCLE RATES**

A red circle rate is a rate of pay authorized for an individual above the maximum base pay for his or her class. The rates are provided to: 1) mitigate the hardship when an employee's pay is to be lowered through no fault of the employee, or 2) employees whose position is transferred into State civil service from another public jurisdiction (at a higher pay rate) may receive a red circle rate until the state maximum pay rate of the class equals or exceeds the red circle rate. The intent is to prevent employees from being disadvantaged under certain circumstances; however, red circle rates are not automatic and they are not a right.

The amount of pay the employee receives above the maximum of the class is referred to as a "plus" adjustment. As general salary increases occur, and the maximum of the class moves upward toward the red circle rate, the "plus salary" adjustment is reduced.

Red circle rates are subject to retirement contributions until terminated.

**AUTHORITY**

- Government Code Section 19837
- DPA Rule 599.679
- SPB Rule 275

**SALARY RATES**

The classes and red circle rates listed below apply to employees that met the criteria under SPB Rule 275.

Class Code	Class Title	Base Pay (Minimum/Maximum)	Red Circle Rates (Minimum/Maximum)	CBID
1077	Fire Apparatus Engineer	\$3,325 - \$4,003	\$0 - \$275	R08
1095	Fire Captain	\$3,648 - \$5,060	\$0 - \$1,093	R08
1139	Office Technician (Typing)	\$2,686 - \$3,264	\$0 - \$1,214	R04
1756	Fire Apparatus Engineer (Paramedic)	\$3,557 - \$4,285	\$0 - \$622	R08
1757	Fire Captain (Paramedic)	\$3,889 - \$4,912	\$0 - \$631	R08
5157	Staff Service Analyst (General)	\$2,817 - \$4,446	\$0 - \$481	R01
6826	Heavy Equipment Mechanic (Correctional Facility)	\$4,106 - \$4,732	\$0 - \$67	R12
6834	Heavy Equipment Mechanic	\$3,740 - \$4,732	\$0 - \$2,245	R12
9723	Battalion Chief	\$4,641 - \$5,869	\$0 - \$1,954	R08